



Culture and Arts Commission
2020 Working Calendar

January

Commission

- Elect Officers
- Approve Meeting Schedule
- Approve Calendar Year Working Schedule

Staff

- Develop Options for Children's Art for Community Day in the Park

February

Commission

- Select Children's Art for Community Day in the Park

Staff

- Community Art Gallery Call for Artists Released (2020-21)
- Take Down Artist #2 Works for Community Art Gallery (2019-20)

March

Commission

Staff

- Artist Deadline for Community Art Gallery Entries (2020-21)
- Hang Artist #3 Works for Community Art Gallery (2019-20)
- Receive List of Potential Movies for Movies in the Park from Film Company

April

Commission

- Review & Select Artists for Community Art Gallery
- Select 10 Movies for Public Voting for Movies in the Park

Staff

- Contact Winning Artists & Organize Schedule for Community Art Gallery
- Promote Voting for Movies in the Park

May

Commission

Staff

- Close Voting and Tally Votes for Movies in the Park



June

Commission

- **Voting Results & Selection of Movies for Movies in the Park**

Staff

- **Conduct Children's Art Project for Community Day**
- **Take Down Artist #3 Works for Community Art Gallery (2019-20)**

July

Commission

- **Develop Marketing Plan for Movies in the Park**

Staff

- **Hang Artist #1 Works for Community Art Gallery (2020-21)**

August

Note: The August Meeting is Often Cancelled

September

Commission

- **Determine Items to Include in Annual Report to City Council**
- **Select Spokesperson for Annual Report to City Council**
- **Develop Marketing Plan for Shakespeare in the Park**

Staff

- **Conduct Movie in the Park Each Friday of the Month**

October

Commission

- **Review Annual Report to City Council**
- **Present Annual Report to City Council**

Staff

- **Create Annual Report PowerPoint**
- **Oversee Shakespeare in the Park Performance**
- **Take Down Artist #1 Works for Community Art Gallery (2020-21)**

November

Commission

- **Create Working Calendar for Upcoming Year**

Staff



CITY OF SAN BRUNO
COMMUNITY SERVICES DEPARTMENT

- **Book Shakespeare for Upcoming Year**
- **Hang Artist #2 Works for Community Art Gallery (2020-21)**

December

- **Note: December meeting has traditionally been cancelled**